

THE WOODLANDS TOWNSHIP

BOARD OF DIRECTORS

WORKSHOP MEETING

JUNE 17, 2010

MINUTES

THE STATE OF TEXAS §

COUNTIES OF HARRIS & MONTGOMERY §

The Board of Directors of The Woodlands Township met in regular session, open to the public, on June 17, 2010, posted to begin at 9:00 a.m. The meeting was held in the Meeting Room at the Office of The Woodlands Township, Board Chambers, 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Nelda Blair, Director Tom Campbell, and Director Peggy Hausman.

DIRECTORS ABSENT: None

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Nick Wolda, Director of Community Relations/CVB President, Steve Sumner, Law Enforcement & Transportation Services Director, Fire Chief Alan Benson, Chris Nunes, Director of Parks and Recreation, Karen Dempsey, Management Analyst, Mary Connell, Community Relations Manager, Susan Welbes, Director of Human Resources, Taunya Jacques and Kim Cogburn, Executive Assistants, Renee Williford, Records Management Analyst, Mike Page and Bret Strong, Legal Counsel

CALL TO ORDER:

Chairman Tough called the meeting to order at 9:00 a.m.

CONSIDER AND ACT UPON ADOPTION OF MEETING AGENDA:

Chairman Tough called for a motion and second to adopt the agenda.

MOTION: Motion by Secretary Hunter; second by Director Blair

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter

Board of Directors
Workshop Meeting
June 17, 2010

Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None

ACTION: The motion carried unanimously.

RECOGNIZE PUBLIC OFFICIALS:

Chairman Tough extended a welcome to all in attendance.

PUBLIC COMMENT:

1. **Dr. David Gottlieb**-Thanked the Board for their support of the Woodlands Waterway Arts Festival, asked the Board to consider the Arts Council's offer to serve in an advisory capacity in all future art related programs and venues and informed the Board that The Woodlands Arts Council is looking into the feasibility of building and operating a Woodlands Performing Arts Center and Institute
2. **T. J. Fry**--Ironman Texas event

The Public Comment Roster is attached hereto as Exhibit "A".

CONSIDER AND ACT UPON A PROCLAMATION DECLARING JUNE 21, 2010 AS JOEL DERETCHIN DAY IN THE WOODLANDS:

Chairman Tough called for a motion and second to approve the proclamation.

MOTION: Motion by Director Blair; second by Vice Chairman Matthews

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None

ACTION: Motion carried unanimously.

A copy of the proclamation is attached hereto as Exhibit "B".

RECEIVE AND CONSIDER THE POTENTIAL CONSENT AGENDA:

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

Receive and consider approval of the minutes of the May 19, 2010 regular Executive Committee Meeting, May 19, 2010 special meeting and May 26, 2010 special meeting of the Board of Directors of The Woodlands Township;

Chairman Tough asked the Board to review the minutes in preparation of the June 23, 2010 Board of Directors meeting. Director Campbell noted two corrections: one found in the May 19, 2010 special

Board of Directors minutes and the other to the May 26, 2010 vote tab, item# 12. The corrected minutes will be brought forward to the June 23, 2010 regular Board meeting for approval.

Receive and consider a proclamation declaring July as Recreation and Parks Month;

John Powers briefly commented on this item and Chairman Tough noted that The Woodlands Township has 118 parks, 13 swimming pools, and 185+ miles of pathways and trails. This item will be brought forward to the regular Board meeting for approval.

Receive and consider award of bid for tree lighting services; PULL FROM CONSENT AGENDA

John Powers provided background information on this item with a recommendation to award the bid to The Christmas Lighting Company. Discussion followed and then Secretary Hunter requested that this item be placed on the Regular Agenda for further discussion at the June 23, 2010 regular Board meeting.

Receive and consider award of bid for fleet repair;

John Powers reviewed this item with a recommendation to award the bid to Firestone to provide vehicle repairs and maintenance for The Woodlands Township for a term of 36 months. The Board will act upon this item at the June 23, 2010 regular Board meeting.

Receive and consider award of bid for pathway improvements;

John Powers discussed this item with a recommendation to award bids to the following contractors:

- Project 1: Pathway Repairs & Improvements to Gen-Tech in the amount of \$69,479
- Project 2: Pathway Stop Sign Installation to McKenna Construction in the amount of \$22,250
- Project 3: Stenciling and Striping of Crosswalks to All Service Striping in the amount of \$40,120

Board action will be taken on this item at the June 23, 2010 regular meeting.

Receive and consider award of bid for custodial and gate services;

John Powers presented this item to the Board with a recommendation to award the bid to Gracey's Commercial Cleaning Services for a term of 36 months. The Board will act upon this item at the June 23, 2010 regular Board meeting.

Receive and consider trash tag price increase;

John Powers provided background information on this item with a recommendation to increase the price of trash tags to \$1.75 effective July 1, 2010. The Board will act upon this item at the June 23, 2010 regular Board meeting.

Receive and consider a recommendation from the Public Facilities Administration Committee regarding award of a vending permit at Northshore Park;

John Powers commented on this item with a recommendation by the Public Facilities Administration Committee to accept the proposal from Julia Ward dba "Treats" and approve the issuance of a vending permit for Northshore Park. The Board will act upon this item at the June 23, 2010 regular Board meeting.

Receive and consider authorizing the Chairman of The Woodlands Township Board of Directors to execute an acknowledgement of full payment of the obligations of The Woodlands Township Economic Development Zone (EDZ), as successor to former Town Center Economic Development Zone No. 4, under the Facilities Funding Agreement by and between The Woodlands Fire Department, Inc. and The Woodlands Township Economic Development Zone;

Mike Page informed the Board that a letter acknowledging full payment of the obligations of The Woodlands Township EDZ under said agreement had been written. This item will be acted upon at the June 23, 2010 regular Board meeting.

Receive and consider a resolution concerning the Annual Report on Financial Information and Operating Data for the disclosure filing pertaining to the 2001 Bond, the 2009 Bond, and the 2010 Bond Series;

Monique Sharp presented this item with a recommendation that the Board approve the filing of the Annual Report on Financial Information and Operating Data and adopt a resolution in connection therewith. The Board will act upon this item at the June 23, 2010 regular Board meeting.

BRIEFINGS:

The following agenda items are for informational purposes only and will be presented at the Board of Directors' Meeting next week.

Receive and consider a presentation by Catherine Pells, Branch Manager for the South Regional Branch Library, regarding the Montgomery County Memorial Library System-Community Outreach Program;

Ms. Pells will make a presentation at the June 23, 2010 regular Board meeting.

Receive and consider a presentation by Fire Chief Alan Benson regarding emergency preparedness;

Fire Chief Benson will make a presentation at the June 23, 2010 regular Board meeting.

POTENTIAL REGULAR AGENDA:

Receive and consider a major event coming to The Woodlands;

Nick Wolda presented background information on this item. The Board was informed that the World Triathlon Corporation would like to produce an "Ironman®" event in The Woodlands. A draft sponsorship agreement was distributed to Board members for their review. A presentation will be made by representatives of the World Triathlon Corporation and the Board will take action on this item at the June 23, 2010 regular Board meeting.

Receive and consider presentations from the audit firms of Blazek & Vetterling, L.L.P. and Null Lairson, P.C. and act upon acceptance of the 2009 Audit Report;

Chairman Tough informed the Board that presentations will be made by the audit firms at the June 23, 2010 regular Board meeting.

Receive and consider Resident Survey;

Chairman Tough informed the Board that this item will be brought forward to the June 23, 2010 regular Board meeting. Creative Consumer Research conducted the survey and will make a presentation to the Board.

Receive and consider approval of the First Amendment to the Carlton Woods Annexation and Assignment Instrument; PLACE ON JUNE 23, 2010 CONSENT AGENDA

Don Norrell presented background information on this item. Two changes to the existing agreement were discussed: change terminology from assessments to property tax collections and reflect that the Township will reimburse Carlton Woodlands Association for the actual cost of "Contract Services" up to an amount not to exceed 15% of property tax collection. Mr. Norrell made the recommendation that the Board authorize the President to sign the amended agreement, but hold the July reimbursement until all parties have signed the amendment. Director Campbell asked that this item be placed on the Consent Agenda for the June 23, 2010 regular Board meeting. No objection was made; this item will be placed on the Consent Agenda.

Receive and consider approval of the First Amendment to the Carlton Woods Creekside Annexation and Assignment Instrument; PLACE ON JUNE 23, 2010 CONSENT AGENDA

This item was basically the same as the previous item except for the reimbursement amount. Director Campbell asked that this item also be placed on the Consent Agenda for the June 23, 2010 regular Board meeting. No objection was made; this item will be placed on the Consent Agenda.

Receive and consider land donation agreement from The Woodlands Land Development Company for Fire Station #7 (Kuykendahl) and Fire Station #8 (Gosling);

Final documents have not been received. The Board will act upon this item at the June 23, 2010 regular Board meeting.

Receive and consider award of contract for general contractor services for the Fire Station # 7 (Kuykendahl) and Fire Station #8 (Gosling); 2010-2011 Capital Project;

Fire Chief Benson introduced Carl Joiner and Ricardo Martinez, Architects with the firm Carl Joiner Partnership, Inc., and then provided background information on this item with a recommendation to award the bid to Teal Construction in the amount of \$4,556,000. Additionally, it was recommended that the contingency fund be increased from \$50,000 to \$100,000. This item will be brought forward to the June 23, 2010 regular Board meeting for approval.

Receive and consider conveyance of part of Unrestricted Reserve "A" of Gosling Road from Spring Creek to The Woodlands Village of Indian Springs Section 3;

John Powers presented background information on this item with a recommendation that the Board accept the conveyance by Special Warranty Deed. The Board will act upon this item at the June 23, 2010 regular meeting.

Receive and consider proposed changes to the structure of The Woodlands Township's existing Committee on Governance;

Karen Dempsey presented this item and informed the Board of two proposed changes to the Committee on Governance. The first change would be an annual appointment of Directors by the Board Chair to the Committee and the second change would be to establish the immediate past Board Chairman as Chair of the Committee on Governance. This item will be brought forward to the June 23, 2010 regular Board meeting.

Receive and consider Board Committee Appointments;

Proposed Board committee appointments will be presented and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider appointments to the Parks and Recreation Advisory Council;

Appointments will be presented and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider appointments to the Law Enforcement Advisory Council;

Appointments will be presented and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider the appointment of The Woodlands Township Board to The Woodlands Convention and Visitors Bureau in accordance with the by-laws;

Appointments will be presented and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider the recommended member positions to The Woodlands Convention and Visitors Bureau (TWCVB);

Karen Dempsey reviewed the following recommendations:

- Approve the appointment of three Directors of The Woodlands Township to the CVB Board
- Approve four recommended positions to be elected by TWCVB
- Approve recommended officer positions to be elected by TWCVB

Discussion followed with Director Campbell commenting that he would like to see a majority or four Directors from The Woodlands Township Board on TWCVB Board. The recommendations will be acted upon at the June 23, 2010 regular Board meeting.

Receive and consider the recommended officers of The Woodlands Convention and Visitors Bureau;

The recommended officers of TWCVB will be considered and acting upon at the June 23, 2010 regular Board meeting.

Receive and consider appointments to The Development Standards Committee (DSC);

John Powers presented this item and then introduced four of seven candidates who submitted applications for consideration of appointment to the DSC. The following candidates addressed the Board: Michael Bass, Chris Florack, Charles Malone, and Danie van Loggerenberg. The Board had an opportunity to ask questions of each candidate. Mr. Powers indicated that the remaining applicants may address the Board during the Public Comment portion of the agenda next week. This item will be acted upon at the June 23, 2010 meeting.

Receive and consider appointments to The Woodlands Fire Department Board of Directors;

The recommended members will be considered and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider proposed necessary changes in budget meeting dates in connection with the development of the 2011 budget of The Woodlands Township;

Monique Sharp presented this item and informed the Board that changes to the budget calendar will be necessary in order to comply with the Truth-in-Taxation Rules and Regulations. A calendar was not available at this time. This item will be considered and acted upon at the June 23, 2010 regular Board meeting.

Receive and consider a request made by Director Hausman regarding the impact of the Road Utility District controversy may have on The Woodlands Township;

This item will be brought forward to the June 23, 2010 regular Board meeting.

Receive and consider a request by Director Hausman regarding a possible quorum issue at community meetings;

This item will be brought forward to the June 23, 2010 regular Board meeting.

Receive and consider a request made by Director Campbell regarding the Thursday work session dates established by the Board at the April 28, 2010 Board of Directors' meeting;

This item will be brought forward to the June 23, 2010 regular Board meeting.

CLOSED MEETING (if applicable);

Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; and to consult with The Woodlands Township's attorney concerning pending litigation pursuant to §551.071, Texas Government Code;

Not needed

Reconvene in Public Session;

Not needed

ADMINISTRATIVE REPORTS;

Community Services:

- Community Involvement Day for the Shadowcreek/Woodstock neighborhoods in the Village of Panther Creek
- Residential Design Review Committees are in the process of amending their by-laws
- "Fireworks Prohibited in The Woodlands" signs have been installed throughout the community
- Splash Day scheduled for July 4th
- Concert in the Park Summer Series concludes July 4th
- Movie Night at Waterway Square concluded
- Summer Dive In Movies Series begins June 19th at Bear Branch Pool
- Mosquito trapping program is in process
- RFPs will be solicited for professional services in developing an invitation for bids for Comprehensive Solid Waste Removal Service
- Invasive Vine & Tree Removal is in progress along Flintridge Drive

- Bids for Park & Pathway Maintenance Services are being advertised
- Township offices and Recreation Center will be closed July 5th. Riva Row Boat House and most swimming pools will be open

Community Policing/Neighborhood Services:

Report will be presented at the June 23, 2010 regular Board meeting.

The Woodlands Fire Department:

- Participated in Muscular Dystrophy Association Fill the Boot Campaign and raised \$32,000
- The Woodlands will host the Texas State Fire Fighters and Fire Marshall's Conference in June 2013

The Woodlands Convention & Visitors Bureau:

- Wine & Food Week is in progress
- Update on 4th of July events
- Waterway Nights kicks of July 4th weekend

DISCUSS FUTURE AGENDA/ANNOUNCEMENTS:

Consideration of items to be placed on the agenda for next month's meeting;

- Reconsider homestead exemption-Director Hunter
- Discuss changing fiscal year at the June 23, 2010 morning budget meeting

BOARD ANNOUNCEMENTS, AND:

- Panther Creek's Annual Picnic was very successful
- The Woodlands Township received an award for "Best Park: Northshore Park"

ADJOURN:

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 11:41 a.m.

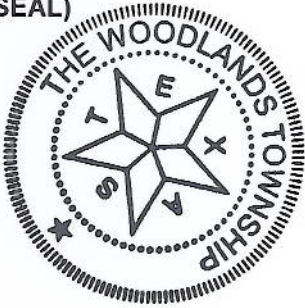
MOTION: Motion by Treasurer Robb; second by Director Blair

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

ACTION: Motion carried unanimously.

(SEAL)



Claude Hunter
Secretary, Board of Directors

EXHIBIT OMISSIONS*

EXHIBIT "A"

EXHIBIT "B"

***To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**